

QUADIENT BN MAILING EQUIPMENT
ATTACHMENT B: SPECIFICATIONS

United States Postal Service (USPS) Regulations. All mailing equipment bid under this contract shall be in compliance with United States Postal Service (USPS) regulations and requirements. This includes barcoding requirements for reduced rates and decertification of mechanical postage meters.

Warranty. Equipment purchased under this contract shall be warranted for a minimum of ninety (90) days, commencing upon date of acceptance of the item by the agency.

Product:

Demonstration. Successful bidder will furnish a representative to demonstrate the operation and maintenance of equipment at ordering agency locations upon request.

Contractor shall be available for consultation services through the use of a hotline telephone number. List this phone number for users to call regarding technical information:

Packaging and Labeling:

Vendors are encouraged to consider delivery methods that utilize recyclable or reusable packaging material and containers, or those with recycled content.

Limits:

Each item will be limited to an individual net price of \$49,999.00 or less.

EQUIPMENT RENTAL

1. The rental cost to be inclusive of all features specified, full preventative maintenance, emergency calls, parts, labor, delivery/pickup cost, installation charges, adapters, interfaces, and all other charges required to keep the equipment fully operational and maintained in good working condition.

2. The purpose of the rental portion of this contract is to establish month to month rental pricing for rental placements during the contract period.

3. A loaner of equal make and model shall be provided by the prime contractor, at no additional expense to the using agency, for equipment covered under this rental which cannot be repaired and in good working condition within sixteen (16) working hours of the agency's request for service.

Additionally, the invoice for rental will be reduced by one-thirtieth (1/30) of the monthly base charge for each day the Equipment is not fully operational and fully configured and there is no operable equal loaner at the agency location.

4. All rentals provided in this contract are contingent upon legislative appropriation of funds.

QUADIENT BN MAILING EQUIPMENT
ATTACHMENT B: SPECIFICATIONS

5. For discontinuation of a rental prior to the end of the contract additionally, the invoice for rental will be reduced by one-thirtieth (1/30) of the monthly base charge for each day the equipment is not fully operational and fully configured and there is no operable equal loaner at the agency location.
6. For discontinuation of a rental prior to the end of the contract period, the using agency will be required to give thirty (30) days written notice except for reasons of (a) non-appropriation of funds by the legislature, or (b) the end of the rental period identified in the purchase order, or (c) default of the successful bidder, or (d) the end of the fiscal year.
7. Rental of equipment, excluding meter rental: Rental equipment will be replaced with new equipment at the end of each three (3) year rental period.

FULL SERVICE MAINTENANCE OF OFFICE EQUIPMENT

Successful bidder is required to have authorized service center(s) or authorized service dealer(s) located within, or near the state of Louisiana, in order to provide the maintenance coverage listed.

1. The full service maintenance cost is inclusive of all costs for full preventative maintenance, emergency calls, parts, labor and all other charges required to keep the equipment fully operational and maintained in good working condition.
2. Equipment maintained by successful bidder's authorized representative under prior warranty and/or maintenance service agreements will not be subject to charges for inspection and/or repairs necessary to bring equipment up to good operating condition except in instances where repairs required are due to abuse and/or neglect on the part of operating personnel.
3. Machines being placed under maintenance service shall be in good operating condition and shall be subject to prior inspection at the option of the successful bidder, except as stated above. Successful bidder must submit to agencies an itemized cost estimate (at contract maintenance rates) of necessary repairs. Using agencies must provide written authorization to successful bidder prior to successful bidder performing necessary repairs.
4. Maintenance agreement shall include both preventive maintenance and remedial maintenance (unscheduled repair service).
5. Maintenance shall be performed during normal working hours (8:00 A.M. to 5:00 P.M. CT, Monday through Friday, excluding holidays).
6. Successful bidder's service personnel must contact authorized personnel at the using agency prior to performing service inspections.

QUADIENT BN MAILING EQUIPMENT
ATTACHMENT B: SPECIFICATIONS

7. Successful bidder shall be available on-site within sixteen (16) working hours, excluding holidays and weekends.
8. Payment will be made for the number of months in which service was actually rendered.
9. For discontinuation of maintenance prior to the end of the contract period, the using agency will be required to give thirty (30) days written notice except for reasons of (a) non-appropriation of funds by the legislature, or (b) the end of the maintenance period identified in the order, or (c) default of the successful bidder, or (d) the end of the fiscal year.
10. Please list authorized service center(s) or authorized service dealer(s) below. Include complete name, address, phone, fax numbers, and contact person. Use additional paper, if necessary, to list additional service center(s) and/or dealer(s).

Name: _____

Address: _____

Contact Person: _____

Phone: _____

Fax: _____

Equipment Maintenance. In the event the state chooses to maintain the equipment through the statewide equipment maintenance program contract, the State of Louisiana reserves the right to cancel this contract, in whole or in part, with ninety (90) days written notice.